



## Checklist for Windows Doors and or Shutters

Permit number \_\_\_\_\_ Processor \_\_\_\_\_ Date \_\_\_\_\_

### Windows & Doors

1. A floor plan with numbered openings.
2. Window, door, and mullion product approvals.
3. A window buck affidavit.
4. Our window and door information sheet.
5. A wind load chart.

### Shutters

1. A floor plan with numbered openings.
2. A shutter product approval-highlight anchorage details.
3. A wind load chart.

### Other Documents

#### **Contractor**

1. Permit application.
2. Notice Of Commencement (If cost of job is over 2500.00)

#### **Homeowner**

1. Permit Application
2. H.O. Affidavit
3. Warranty Deed
4. FPL Bill or Phone Bill
5. Copy of DL
6. Notice Of Commencement (If cost of job is over 2500.00)

**Note: For revisions, please pull original file and submit to plan review.**